

Lansing, Michigan

November 7, 2000

A regular meeting of the State Administrative Board was held in the State Capitol, Senate Appropriations Room, 3rd Floor, on Tuesday, November 7, 2000, at 11:00 a.m.

Present: Brian DeBano, Director of State Government Affairs, representing  
John Engler, Governor, Chairperson  
Theodore Hughes, Assistant Attorney General for Law, representing  
Jennifer M. Granholm, Attorney General  
Julie Croll, Deputy State Treasurer, representing Mark A. Murray,  
State Treasurer  
A. Edwin Dore, Deputy Secretary of State, representing Candice  
Miller, Secretary of State  
Carol Wolenberg, Deputy Superintendent, representing Arthur Ellis,  
Superintendent of Public Instruction

Arlene Oisten, Secretary

Absent: Dick Posthumus, Lt. Governor

Others Present: Wes Van Malsen of the Department of Career Development; Sherry Bond, James E. Burris, Kathryn Jones, of the Department of Management and Budget; Julie Gee of the Department of Transportation; Mark Heusel of Wise & Marsac; W. Alan Wilk of Dykema Gossett; Dennis Adams and James E. Hughes of SRI, Inc.; Paul Egan of the Lansing State Journal

1. CALL TO ORDER:

The meeting was called to order by Mr. DeBano. Reverend Melvin Jones of Union Missionary Baptist Church in Lansing gave the invocation. Mr. DeBano led the Pledge of Allegiance to the Flag.

2. READING OF MINUTES OF PRECEDING MEETING AND APPROVAL THEREOF:

Mr. Hughes moved that the minutes of the State Administrative Board for the regular meeting of October 17, 2000 be approved as distributed. Mr. Dore supported the motion, and it was unanimously adopted.

3. HEARING OF CITIZENS ON MATTERS FALLING UNDER JURISDICTION OF THE BOARD:

Mr. Mark Heusel of Wise and Marsac spoke, representing Cogent Systems. The Joint Evaluation Committee recommended the award of the fingerprinting contract to Sagem Morpho. Cogent Systems has appealed this decision. The Finance and Claims Committee had approved the recommendation of Sagem Morpho contingent upon the appeal process of the Department of Management and Budget being completed. This process had not yet been completed and he requested the withdrawal of this item from the agenda.

The Department of Management and Budget has notified the Finance and Claims Committee chairperson that the appeals process had not been completed. The item would be withdrawn from the Finance and Claims agenda.

4. COMMUNICATIONS:

None

5. UNFINISHED BUSINESS:

None

6. NEW BUSINESS:

Certified Retention and Disposal Schedules:

Kent County, Aeronautics, 7/28/00

Kent County, Board of Commissioners, 8/31/00

Kent County, Circuit Court, 9/1/00

Kent County, Circuit Court Probation, 9/1/00

Kent County, Circuit Court Services, 8/1/00

Kent County, Community Development and Housing Commission,  
7/26/00

Kent County, Community Mental Health, 8/25/00

Kent County, County Administrator's Office, 7/30/00

Kent County, Countywide, 8/31/00  
Kent County, District Court, 9/6/00  
Kent County, Drain Commission, 9/5/00  
Kent County, Facilities Management, 8/1/00  
Kent County, Fiscal Services, 9/29/00  
Kent County, Friend of the Court, 7/27/00  
Kent County, Human Resources, 7/31/00  
Kent County, John Ball Zoological Garden, 8/18/00  
Kent County, Probate Court, 7/28/00  
Kent County, Probate Court, Juvenile, 8/17/00  
Kent County, Property Description, 7/31/00  
Kent County, Prosecutor's Office, 8/1/00  
Kent County, Public Works, 8/2/00  
Kent County, Purchasing, 7/31/00  
Kent County, Sheriff's Department, 8/23/00  
Kent County, Soldiers Relief Commission, 9/5/00

Retention and Disposal Schedules:

Consumer and Industry Services, Corporations, Securities, Land  
Development, Securities Division, 5/10/00  
Department of Natural Resources, Land and Mineral Services, 10/6/00  
Northern Michigan University, Office of Human Resources, 7/31/00  
Northern Michigan University, Office of Public Safety, 7/31/00  
Senate, Secretary of the Senate, 7/27/00  
Department of Treasury, Michigan Higher Education Assistance, Office of  
Information and Resources, 10/2/00

Mr. Dore moved that the Certified Retention and Disposal Schedules and the  
Retention and Disposal Schedules be approved. The motion was supported  
by Mr. Hughes, and unanimously adopted.

7. REPORTS AND RECOMMENDATIONS OF COMMITTEES:

(Please see the following pages)

- - - - -

Ms. Croll presented the Finance and Claims Committee Report covering the regular meeting held October 31, 2000. After presentation and review of the forgoing Committee Report, Ms. Croll moved that the regular Finance and Claims Committee Report of October 31, 2000 be approved and adopted with the withdrawal of items 8 (1) and 12 (1) at the request of the Department of Management and Budget, Purchasing Division. The motion was supported by Mr. Hughes and unanimously approved.

- - - - -

Ms. Croll presented the Building Committee Report covering the regular meeting held November 1, 2000. After presentation and review of the forgoing Committee Report, Ms. Croll moved that the regular Building Committee Report of November 1, 2000 be approved and adopted. The motion was supported by Ms. Wolenberg and unanimously approved.

- - - - -

Mr. Dore gave the presentation of the Transportation and Natural Resources Committee Report for the regular meeting of November 1, 2000. After presentation and review of the forgoing Transportation and Natural Resources Committee Report, Mr. Dore moved that the Transportation and Natural Resources Committee Report covering the regular meeting held November 1, 2000 be approved and adopted with the withdrawal of items 65, 82, 88, 91, 97, 99 and 106 of the Transportation regular agenda. The motion was supported by Mr. Hughes and unanimously approved.

8. MOTIONS AND RESOLUTIONS:

None

9. ADJOURNMENT:

Ms. Wolenberg moved the meeting be adjourned. The motion was supported by Mr. Hughes and unanimously approved. Mr. DeBano adjourned the meeting.

---

SECRETARY

---

CHAIRPERSON